

The NATIONAL *Secretary*

Volume 7

Number 3

MAY, 1942

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THE NATIONAL SECRETARY

**VOLUME 7
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**The National Association
of School Secretaries**

**MAY
1942**

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CHARLES E. GREENE

Superintendent of Schools, Denver, Colorado

Extends Greetings to National Association of School Secretaries

It is a pleasure to extend greetings to all of you in the National Association of School Secretaries. I remember very pleasantly indeed the excellent programs and fine friendships in evidence at your luncheons at the meetings of the National Association and the American Association of School Administrators. I am especially happy to greet you because of the fine loyalty and the splendid morale among the clerks and secretaries of the Denver Public Schools.

Too much emphasis cannot be placed upon the importance of the work of the secretary and clerk in our schools. This work varies greatly—from that of the filing clerk in the business office to that of the secretary who in a large high school has charge of the checking and even enforcing of attendance. The time has come when clerks and secretaries, as well as nurses and attendance workers, should have courses in educational guidance and counseling added to their educational requirements.

The annual meeting of your organization should by all means be held at the time and place of the convention of the National Education Association. We in Denver look forward with pleasure to your



Charles E. Greene

coming to our city. Please think of Denver in terms of the welcome you will receive and the friendliness you will encounter from teachers, secretaries, in fact, the entire school staff.

Please think also of the cool, majestic, inviting Rocky Mountains at whose door Denver is situated, and where, we hope, you will find time to spend at least a few days before returning home.

*The National Association of School Secretaries needs
your support.*



PRESIDENT'S MESSAGE

VIRGINIA A. HALSEY

There seems to be a real need this year for our annual meeting as a medium through which we can stimulate our thinking. The members of the Denver Association of Clerks and Secretaries will be your hostesses, and your officers and executive committee members are making plans for interesting professional meetings.

One session will be devoted to a discussion of the questionnaire which you have already filled in and which will give us a better understanding of our common problems. It is always a slow process to tabulate, edit and interpret personnel data but the committee expects to have a statistical tabulation ready for study and discussion. Since we shall have the opportunity of approaching the discussion of these data in a spirit of good will, this session should prove to be of inestimable value as a means of serving the highest purposes of our association.

I want to thank you all for the help and encouragement you have given me during the two years of my incumbency as your president. I shall always remember the cordiality with which I have been received by secretaries in the North, South, East and West, and I am looking forward with anticipation to working and sharing experiences with many of you at the Denver convention.

• • •

Secretaries' Slogan for Victory

Eat it up
Wear it out
Make it do
Go Without

*Spread loyalty and good will among your co-workers—
invite them to join.*

Davenport, Iowa

SECRETARIES HOLD TEA



The outstanding event for the School Secretaries' of Davenport, Iowa, was the visit of Mrs. Virginia Halsey, President of the National Association, on Saturday, February 14. Mrs. Halsey stopped in Davenport for a few hours enroute from her home in New Jersey to the Association's national convention in San Francisco.

Our distinguished guest was honored at a tea given in the community room of Monroe School, one of Davenport's six new elementary schools. About thirty girls attended the tea, four of whom were from Clinton, Iowa, and two from Moline, Illinois.

Mrs. Halsey most graciously addressed the group outlining the aims and plans of the National Association. She offered many helpful suggestions as to how we might go about organizing the Secretaries from the State of Iowa. Some of these plans will have materialized by the time this goes to press. Mrs. Halsey's talk was very interesting and we felt very fortunate to have her with us.

The Committee in charge, responsible for the success of this tea was composed of Jeanne Strohbehn, Chairman, assisted by Meta Cordes, State Chairman, Charlotte Youngberg, and Viola Waack.

The Editor's Message



BELLE S. KUEHNY

Let us do our duty in our shop or our kitchen, the market, the street, the office, the school, the home, just as faithfully as if we stood in the front rank of some great battle, and we knew that victory for mankind depended upon our bravery, strength, and skill. When we do that the humblest of us will be serving in that great army which achieves the welfare of the world.

THEODORE PARKER.

ALL IN A DAY

WHEW! The old alarm rings, mercy me, it is still dark. Bathe, dress, breakfast, read the headlines, look with apprehension at the rubber still clinging desperately onto the tires. Relief, the engine starts, and away to the daily job.

Arranging flowers; winding the watchman's clock; checking in teachers; calling for substitutes; sorting and answering mail; running the switch board; watching the bell schedule; pacifying custodians; soothing harrassed parents; listening to confidences of students; collecting locker and book fines; opening stubborn lockers; summoning students; accident reports, binding up sore fingers; signing out workmen; ordering supplies, checking them in and sending out to teachers; ringing "alert" bells; daily bulletin; between times make reports; time sheets; safety checks; and flutter between principal and vice principal, counselor and registrar and many more what-nots. Now rationing sugar, looking in at first aid classes, etc., etc. Always smile, never indulge in a temper; now "the end of a perfect day."

Is ours a Defense Job? Shall we stick or go where salaries are higher. This is the hew and cry on every hand.

Who says this job is boring? Where could you find one with more diversified duties?

Again let us put individuality into the background and no matter what our inclinations are, we people in the schools must continue in our jobs, we must resist the feeling of being unessential, just because we are not in defense work.

Our job is important, and we must realize its importance to the youth of our nation.

Each one of us has a specific job to do, and as long as we remain at that job, every effort should be made to improve ourselves, make the job worthwhile and perform it well.

KEYSTONE FOR THE PEACE TREATY

DR. JOHN K. NORTON

Professor of Education, Teachers College, Columbia University

Morale is an essential ingredient in winning a war. Morale is composed, in considerable part, of clarity concerning and belief in what is being fought for. Although the aims of the dictator nations are despicable, they have been made clear and have been highly emotionalized for the German and Japanese peoples. These nations are not just fighting to win a war. Rather, they are fighting for certain gains to follow the war, which gains they have been made to want very much.

The sooner we begin to translate the generalities of the Atlantic Charter into specifics the better. Prospects now are for a war of several years. But prospects were the same in the summer of 1918, in the first World War, which ended early in November of that year.

The American people are said to be too complacent about the present conflict. One means of removing complacency and of securing a more dynamic support of the war is to make it clear that we intend not only to win the war but to win the peace. We won the war in 1918 but lost the peace that followed.

There is a reason, a fundamental, long-term reason too little recognized, why all believers in the democratic way of life should want very much to win this peace. This reason lies in the nature of modern warfare.

War Was a Class Affair

To make this important point clear we shall need to go back into history several

centuries when feudalism was in flower. Warfare under feudal society was in many respects a ceremonial and private undertaking. Wars were not fought by whole peoples but by comparatively small companies of knights mounted on horses, encased in shining armor and equipped with swords and lances. War was a class affair and its social system, feudalism.

Some five centuries ago an epochal transition began as to the nature of warfare. Just when it began historians do not agree, but 1346 is as satisfactory a date as any, particularly since this was the year of the battle of Crecy. This conflict, on the banks of the Somme in northern France, found the English under Edward III opposed to the French under Philip of Valois.

The English were outnumbered but were victorious. And the decisive factor in the victory was not the all-powerful knights but an auxiliary part of the English army—some companies of yeomen and serfs equipped with knives, spears and the famous long bows.

The full significance of this and similar battles of the period was not fully realized for a long time. It was nonetheless profound.

Common Man Goes To War

It makes little difference that knives and bows and arrows were later replaced by pitchforks and rifles. The important point is that the common man rather than the representatives of a class began to become



Dr. John K. Norton

the decisive factor in warfare about the time of the battle of Crecy.

For five centuries the common man, largely with simple weapons that he could individually own and operate, has been the decisive factor in military conflict. During these centuries tyranny has been in retreat, while constitutional government, liberalism and democracy have come into being. The roots of the American way of life, for which we now fight, are embedded deep in this remarkable period of human history.

Once again, however, a decisive change in the nature of warfare seems to be under way. Just when it began cannot be exactly dated. It now seems clear, however, that the industrial revolution—science, technology, invention and the power-driven machine—have reversed a trend of half a millenium. Expensive and complex equipment is now the decisive factor. This was proved in Spain and has been demonstrated half a dozen times in Europe since 1939. The common man no longer has a chance in a battle today unless he has tanks and planes at his command.

Germany's victories, as well as those of Japan, are due primarily to the clear

recognition by the dictator nations that military material has replaced military personnel as the *sine qua non* of modern warfare.

Again, Few Do the Fighting

The significance of this now potent fact is enormous. Once a nation or even a ruling clique in a nation completely controls the means of warfare, it may impose its will on the rank and file of the people with comparative ease.

The ultimate threat of the new situation to democracy and to the principle of rule by consent of the governed is grave indeed. Chamberlain's famous passage concerning the R.A.F. is good rhetoric: "Never before in the history of human conflict have so many owed so much to so few." It is also stark realism. A few men with modern equipment are now the decisive factor in military conflict, just as were the armored knights before the battle of Crecy. In short, a counterpart of the mailed knights of the Middle Ages has come into being; he is the driver of the tank and the pilot of the plane.

Will these modern knights bring with them a new version of feudalism? They

(Continued on Page 32)

THE SAN FRANCISCO LUNCHEON

VIOLA A. CREEL

Emeryville, California



Viola A. Creel

The beautiful colors of our flag were the theme of the decorations at the mid-winter luncheon of the National Association of School Secretaries which was held in the Empire Room of the Sir Francis Drake Hotel in San

Francisco on February twenty-second. These decorations were made by a history class under the direction of Mae W. Harville, Curriculum Assistant and Director of Arts and Crafts of Alameda County. The center table held a large "Ship of State" and on each of the other tables were several smaller ships each bearing the name of a president of the United States with the years of his service. Three candles represented the smokestacks of a ship and symbolized Faith, Hope and Charity—"Faith in the American Way of Life, Hope for the Future and Charity toward all Mankind."

Our president, Mrs. Virginia Halsey, presided and introduced the guest speakers.

Miss Virginia M. Walter, president of the Alameda County Association of School Secretaries and our luncheon chairman gave the invocation.

An address of welcome to the secretaries was made by Dr. J. C. Geiger of the San Francisco Health Department in

the absence of Mayor Angelo Rossi. Superintendent Edgar E. Muller of the Alameda County Schools also welcomed the delegates and complimented them on the work they do in acting as buffers for their superintendents and their eyes, ears and memories. He said that they were brave to travel when war clouds hover over the Pacific. He wished them every success and expressed appreciation of their serious attitude toward their work.

Greetings were extended by Mrs. Myrtle Hooper Dahl, president of the National Education Association, Dr. Willard S. Elsbree of Teachers College, Columbia University, and Mr. Cameron Beck, honorary member of our National Association of School Secretaries. Mr. Beck, who is a lecturer and a vocational and industrial consultant, greeted the secretaries with very encouraging and stimulating remarks. Mr. Charles E. Greene, superintendent of schools at Denver, Colorado, invited all secretaries to attend the summer convention in Denver.

"The Keystone of the Peace Treaty" was the subject of the address delivered by Dr. John K. Norton, professor of education at Teachers College, Columbia University. His complete speech will be printed in full elsewhere in this magazine.

The luncheon menu was excellent and "Victor," the maitre d'hotel, had a delightful surprise dessert in the form of oranges stuffed with frozen fruit and adorned with tiny American flags.

SCRIBA LUNCHEON

MARY BATES

Pasadena, California

The Scriba Club of Pasadena, California, was honored in having Mrs. Virginia Halsey as our guest at a luncheon on February 28. This was the second time we have had the privilege of having a national president meet with our organization and we feel very fortunate.

The luncheon was held in the Athletic Club and the decorations carried out the victory theme—red, white, and blue flowers and small flags together with ferns formed the bases for the V's. The programs were red and white with little flags in the centers. Speaker for the occasion was Mrs. Jean Robinson, textile chemist

of Los Angeles. Readings were given by Miss Dorothea Fry, drama instructor from the Junior College.

Mrs. Halsey gave us a brief outline of tentative plans for the convention to be held in Denver this summer. We all received new enthusiasm and hope to have representatives in Denver.

Besides other national officers—Mrs. Aitken and Mrs. Kuehny—we also had representatives from the school secretarial organizations of Alhambra, San Diego, Los Angeles City, Los Angeles County, Burbank, Glendale, and Santa Monica.

This portrait of an unknown lady by an anonymous writer might have been done by Dorothy Parker; if it had been, it would have been better written, but its sentiment would have been the same. It might be a picture of the perfect secretary, as she appears to "the boss!"

PORTRAIT

She's calm and confident, sane and cool,
Untouched, unruffled, and nobody's fool.
No rockets are fired, no flags unfurled,
But God's in her heaven, all's right with
her world.
She's never behind with her mail or her
sewing,
And always knows if she's coming or
going.

She can't be imagined with a hair out of
place,
Forgetting to eat, or to cold-cream her
face,
Or losing her shirt on a turn of the dice,
Or singing a chantey that isn't quite nice,
Or staring at the dawn with a tear-streaked
pan,
Quietly going haywire over a man.

She just sits pretty, she just sits pat.
I wonder how it feels to be like that?

CALLING ALL SECRETARIES!

(Mrs.) MaBELLE SPANGLER,

President, Clerks and Secretaries Association, Denver Public Schools

"From the mountains, to the prairies, to the ocean white with foam" we in Denver are hoping that you are planning to spend at least a week with us this summer at the convention of the National Association of School Secretaries. From our mile-high elevation we feel that we are just about as safe as any place can be in this war-torn country, and a trip "Out Where the West Begins" may be just the thing to make you forget for a while the problems of the present and the uncertainties of the future. Anyway, we feel that Colorado has much to offer in the way of vacation pleasures, and we shall do our best to see that you enjoy yourselves while in Denver.

When the National Association of School Secretaries was very, very young—in 1935 to be exact—we in Denver had the pleasure of acting as hostess to the convention. It was here that our first officers were elected and a constitution was adopted. In the seven years which have passed, we have grown from a mere handful to a sizable organization, and we

can now look back with considerable pride on our accomplishments. However, we are still a very long way from our goal and we need the help of each one of you in striving to attain it. There is inspiration and pleasure in meeting together in a common cause, and we feel sure that everyone who has ever attended a national convention has returned to her work with a new and broader outlook.

Plans are being made for both work and play, but are too tentative to be disclosed at this time. This is just a most cordial invitation from the Clerks and Secretaries Association of the Denver Public Schools to be with us and to come in just as large numbers as you possibly can.

Our headquarters will be at the Park Lane Hotel which is away from the heart of the city, but which you will thoroughly enjoy in its cool, green setting with a marvelous view of our wonderful Rockies spread out before you. Please begin now to plan your vacation and budget so that you can be with us June 28 through July 2.

Compliments of the

Park Lane Hotel

Your Headquarters Hotel

Denver, Colorado

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LISTENING-IN



Florence Stubbs

Dear Listeners-In:

My greeting to you will be short this time as we in Denver are hoping that we will be seeing you face-to-face before very long. A most cordial invitation is extended by the Clerks and Secretaries Association of the Denver Public

Schools to be our guests during the annual convention of the National Association of School Secretaries from June 28 through July 2. We are making plans which we hope will materialize in many happy hours of work and play together. If you have never been in Colorado, we feel that you have missed one of the beauty spots of our country, and if you have been here, we feel sure that you will want to come again. So—we all hope “we’ll be seeing you!”

I don’t know whether you have all been too busy with war activities or whether you have just forgotten to send me accounts of the interesting things you have been doing, but I do not have a great deal to pass on to you this time. If you do have any items of interest which you would like to see appear in the National Secretary, please send them to me and I shall keep and use them sometime in the future.

FLORENCE R. STUBBS, *Secretary,*
North High School, Denver, Colorado.

Arizona

From Phoenix comes word of a pot-luck supper and organization meeting of a local unit of School Administrators’ Assistants of Arizona, held last December,

but which reached us too late to appear in the January issue of the National Secretary.

The meeting was held at the home of Ina St. Clair Reed, who was appointed chairman, and plans were made for three local meetings during the remainder of the school year. The highlight of this first meeting was Mrs. Holt’s impromptu readings—one an off-trail version of “The Night Before Christmas” and the other “The First Settler’s Story.”

The second meeting of this group was held on February 16 at the home of Mrs. Norma G. Stanford, the March meeting at the home of Nell Zetty, but no details are available at this time.

A dance on May 9 will end the year’s activities for the Phoenix group, who are to be congratulated for their achievements which have been accomplished in so short a time and with a comparatively small group.

California

From the Newsletter, the official publication of the Secretarial Association in Los Angeles, comes word that, due to the emergency in that particular location, some of the plans for meetings during the winter and spring have had to be changed. Night meetings have been kept to a minimum, but as we go to press, plans are going forward for a dinner meeting on April 14 at Scully’s.

Since the superintendent has requested that school employees not volunteer for other than school emergency activities, the Association, as such, is not planning to offer its services as a group, but each member is being urged to cooperate to the very last degree with the emergency plans of the particular school or section to

which she is assigned. Many of the members are taking First Aid courses and this is just one of the many ways in which all can be prepared to serve in their own units.

We could all do our share in saving if we would follow the suggestions for the saving of supplies as enumerated by the State of New York for its employees and quoted here. "Because of priorities and shortages of metal not used for defense purposes, state employees are being cautioned to use pins, paper clips, and paper as sparingly as possible. Typists have been instructed by the commissioner of purchase to save typewriter ribbon spools for return to manufacturers. Conservation of supplies, he explained, is up to each department. One department has instructed workers to re-use paper clips to the fullest extent and to save them from incoming mail and inter-office papers. Envelopes used between bureaus are to be left unsealed to permit using again."

A lovely luncheon was given at the Pasadena Athletic Club by the Scriba

Club of Pasadena in honor of the visit of the National President of the School Secretaries Association, Mrs. Virginia Halsey of New Jersey. Several Los Angeles members and others from all points in Southern California as far south as San Diego attended this affair and enjoyed hearing Mrs. Halsey tell of the San Francisco meeting and plans for the Denver convention. Miss Dorothea Frye, a well-known Pasadena reader, entertained with amusing bits on "Men and Women," and Mrs. Jean Robinson, a textile chemist, gave an idea of some of the new fabrics we will be using as our national resources are diverted to the war effort. The Pasadena group is to be congratulated upon such a successful afternoon.

Since Los Angeles is probably more war-conscious than almost any other city in the country, it is only natural that all thought and effort is being diverted to becoming prepared for any emergency that may arrive. The superintendent's office has recently inaugurated a war emergency activities program which will,

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among other things, encourage in-service training under the direction of Mr. Steven. Ideas are sought along this line, and no doubt many worthwhile activities will emerge from it.

Colorado

The annual card party and fashion show for the Clerks and Secretaries Association of the Denver Public Schools was held on Saturday afternoon, March 7, in the tea room of the Denver Dry Goods Company. As usual, a capacity crowd attended and about \$180.00 was realized from the sale of tickets. Many attractive spring and summer costumes were modeled by members of the association, table and door prizes were awarded and refreshments were served. The committee, headed by Betty Shinneman as chairman, deserves much credit for making this such an outstanding event.

Many committees are working on plans for the entertainment of our visitors this summer at the national convention. We are all hoping that in spite of war, tire shortage, and defense bonds, that a large number of delegates and members are planing to come to Denver and share with us the enthusiasm and comradeship of working and playing together.

The annual spring luncheon and election of officers will be held some time in May, but this article is going to press before the details have been worked out.

Maine

The Maine School Secretaries held a very successful luncheon meeting in Bangor (sorry we can't give you the date, but it was not in the notice), and from the account it must have been a most interesting meeting. The address of the afternoon was given by the principal of the Bangor School of Commerce, who spoke on "Self-Improvement for the Employed Secretary." The following is quoted from the Bulletin of the Maine Secretaries Association.

"And Oh! boy, did we get told how to improve! Breath-taking in frankness, intensely practical and to the point, each

(Continued on Page 29)

When dealing with our advertisers, please mention the National Secretary

Absent-Minded All Right

"This afternoon we will take Mr. Frog apart and see what makes him croak," said the professor to his zoology class. "I have a frog in my pocket to be used as a specimen." He reached into his pocket and drew out a paper bag which he emptied on the table. Out rolled a badly squashed ham sandwich.

The professor mopped his brow. "My goodness!" he stammered. "I distinctly remember eating my lunch."

—Kablegrams

'Way Ahead of Him

A high-school girl seated next to a famous astronomer at a dinner party asked him: "What do you do in life?"

He replied: "I study astronomy."

"Dear me!" said the girl. "I finished astronomy last year."—Watchword.

HOTEL DENNIS

Atlantic City

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Find the warmth of real hospitality in Hotel Dennis' friendly atmosphere. Featuring ocean-front sun decks—sea water baths—delicious meals—bicycling—beach riding—golf. Seasonable rates on either plan.

■

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AN IDEAL VACATION

A Tour Planned Especially for You

LOUISE H. HENDERSON



Louise H. Henderson

The grandeur of You will enjoy a way of breath-taking the Rockies coupled scenery. with the famous good times of the secretaries' meetings makes this summer's convention in Denver more appealing than ever.

We suggest you plan your vacation around the convention thus insuring yourself an ideal vacation at a minimum cost.

Here is the tour we have planned for you:

Denver Bound

Leave Chicago, June 27, travel in one of the fastest, most luxurious trains, the City of Denver. Arrive in Denver Sunday morning. After getting settled in your hotel register at the Secretaries' Headquarters and learn the activities that have been planned for your enjoyment.

The scenery around Denver is superb. The wild flowers blooming in the Rockies mingled with the vivid color of the rocks is like fairyland.

Explore Yellowstone

The convention over we leave Friday evening for the Yellowstone National Park, arriving Saturday morning. Then we embark on a three-day tour of this famous national park. We will stay at two of the world renowned hotels—Old Faithful Inn and Canyon Hotel.

Visit Salt Lake City

We leave Yellowstone for Salt Lake City where we spend the day seeing the Mormon Temple, the home of Brigham Young and the famous Salt Lake. There will be time for a swim in this invigorating water.

The Royal Gorge

Leaving Salt Lake we travel by rail through one of the most magnificent splendors provided by nature, the Royal Gorge.

Colorado Springs

Two days and nights will be spent at Colorado Springs. Our hotel will be the exclusive Broadmoor, situated on a lake in the heart of the Rockies. We will visit Pike's Peak and the Garden of the Gods.

Homeward Bound

Leaving Colorado Springs we return to Chicago.

Cost of Entire Trip—\$175.00

This amount includes railroad ticket, lower berth, all hotel accommodations, all sightseeing, and meals in Yellowstone, Salt Lake and Colorado Springs.

Number of Days for Entire Trip— 14 Days—Extended Tour

You may extend this tour to include Cedar Breaks, Zion Canyon, Bryce Canyon and the Grand Canyon for the additional cost of \$55, including transportation, hotels, sightseeing and meals. You will have four additional days of glorious scenery.

Who May Take This Tour

All secretaries and their friends—superintendents, principals and teachers. We hope you will tell all persons who are planning to attend the N.E.A. convention about our tour. If we can secure twenty or more persons we will be able to have our own private sightseeing buses.

Reservations

Make your reservation through Louise H. Henderson, Cassidy School, 65th and Lansdowne Avenue, Philadelphia. If you live in the West or South and wish rates for the tour from your home town they will be gladly furnished.

Memories of our San Francisco tour are still alive and cherished by all who participated. Let's make this summer's trip another outstanding success.

For
delightful

Variety

GOOD FOOD FOR
PLEASED GUESTS



It's wonderful what delicious desserts you can make with Edelweiss Gelatin—and in such colorful and gay variety with *fifteen exquisite flavors*. Something different every day! The low cost per serving to get that obvious extra value in flavor and quality earns first choice for Edelweiss

with the experienced buyer. To increase guest pleasure—and your profit—serve this economical dessert often.



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ALL ROADS LEAD TO DENVER

A. HELEN ANDERSON.

Denver Public Schools

The West is expecting you this summer. Denver will be your host for the N.E.A. convention. After the convention, the vacation-lands of not only Colorado but the entire West await you.

The N.E.A. convenes June 27, and Mrs. Myrtle Hooper Dahl, its president, promises a program that will repay the convention delegate for his journey whether he comes from Alaska or Porto Rico, Maine or California.

Located not far from the geographical center of the United States, Denver, the metropolis of the Rocky Mountain West, is 2000 miles inland from the Atlantic Coast, and 1400 miles from the Pacific. It is about 1000 miles from the Mexican border, and 1000 miles from the Canadian line. Served by numerous bus lines and seven railroads, the city is the hub from which roads lead, like the spokes of a wheel, to the great vacation-lands of the West.

From Carlsbad Caverns, near the Mexican border, the Glacier National Park on the Canadian line, the Rocky Mountain West offers one adventure after the other in scenic grandeur, and unfolds chapter after chapter in the epic of America's frontier days. Choose any western wonderland—you may reach it easily from

Denver: Wyoming, land of the Yellowstone National Park, and hunter's and fisherman's paradise; South Dakota, famous for the Black Forest and the Rushmore Memorial; Utah, offering Bryce and Zion Canyons and a route to the north rim of the Grand Canyon; Arizona for the south rim, the painted desert, and land of the Navajo and Hopi; New Mexico with its old-world atmosphere, its pueblos, its kivas, its fragrance of pinon smoke. What will you remember longest from New Mexico? We don't know—perhaps the chorus of the old men at the Santo Domingo corn dance—perhaps "The Rock of Ages" in the depths of Carlsbad Caverns.

But first to Denver, center of this Rocky Mountain West.

Service between Denver and Chicago is via streamlined trains. No excess fare is charged even though the 1000 miles between the two cities is covered over night. Leave Chicago in the evening—arrive in Denver in the morning. Other streamlined trains serve Denver from the Pacific Coast, from Texas, and from Missouri.

Highways into Colorado are all paved. By automobile, the journey to Denver from practically any point in the United States



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Old Fashioned Hospitality . . . for Modern School Secretaries

The Park Chambers has that pleasant, non-commercial atmosphere which makes it a favorite with school secretaries, teachers and administrators. When in New York stay at this friendly inn and enjoy old-fashioned hospitality in a modern setting. Write Dept. NS for reservations and a free "Guide-Map" of New York.

WITHIN THE HUB YET OUT OF THE HUBBUB . . .

DID YOU KNOW THAT the Park Chambers is only one block from 5th Avenue and ever beautiful Central Park? 5 minutes walk to Radio City? Around the corner from all subway and bus lines? Quiet, cheerfully furnished rooms as low as \$2.50 single—\$3.50 double. . . Grand food . . . ownership management.

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can be made over paved highways, without undue wear on "those" tires. Colorado mountain roads, too, are uniformly good, most of them paved.

Fortunately the N.E.A. delegate who comes to Denver can combine his convention trip with summer school plans, as well as with vacation experiences. Within Denver itself and at distances of only a few miles from the city, are located fine universities, each of which will offer unusual summer school opportunities this year.

For those interested in a Colorado vacation, the state offers everything: scenery, places of historic interest, recreation, sports, and enchanting resorts for those who just want to rest. For the fisherman, there are hundreds of trout streams; for the horseback rider, trails that lead right into primeval wilderness; for the swimmer, lakes high above the clouds; for the mountain-climber, well Colorado has literally thousands of mountains to challenge the most adventurous spirit.

Here in Colorado, which boasts fifty or more mountain peaks over 14,000 feet in altitude, you may visit these places of world renown!

1. The Rocky Mountain National Park, famous for the Trail Ridge Road over the Continental Divide, Long's Peak, Estes Park, and Grand Lake.

2. The Pike's Peak region: Colorado Springs, Manitou, Cripple Creek.

3. The Royal Gorge with its famous suspension bridge.

4. Mesa Verde National Park, one-time home of the cliff dwellers where expert historians, archaeologists, and anthropologists of the Government park service are ready to tell you of an ancient civilization.

5. The western slope: Glenwood Springs, famous for its natural hot springs; the Grand Mesa, with its incomparable scenery; the old mining towns of Silverton, Telluride, and Ouray; land of the Million-dollar Highway and breath-taking roads over the Continental Divide.

6. Denver's municipal parks with its 100 miles of road through magnificent mountain scenery and its Park of the Red Rocks, with its celebrated out-door amphitheater.

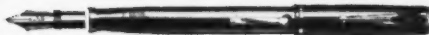
7. Central City: ghost mining town where, about July 6, the eleventh annual play festival featuring theatrical and operatic stars of Broadway and the Metropolitan Opera begins in the historic old stone opera house.

8. Mount Evans, to the summit of which winds the highest automobile road of the world.

For any information you may desire, be sure to write us. We shall be glad to answer.

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HIGH FLIGHT

*Oh, I have slipped the surly bonds of earth,
And danced the skies on laughter-silvered wings:
Sunward I've climbed and joined the tumbling mirth
Of sun-split clouds—and done a hundred things
You have not dreamed of—wheeled and soared and swung
High in the sunlit silence. Hov'ring there,
I've chased the shouting wind along and flung
My eager craft through footless halls of air.
Up, up the long delirious, burning blue
I've topped the wind-swept heights with easy grace,
Where never lark, or even eagle, flew;
And while with silent, lifting mind I've trod
The high untrespassed sanctity of space,
Put out my hand, and touched the face of God.*

—JOHN GILLESPIE MAGEE.

This sonnet of World War II was written by John Gillespie Magee, Jr., 19-year-old American flyer killed last December 11, in action with the Canadian air force. It is reprinted here with permission of the boy's parents, the Rev. and Mrs. John G. Magee of Washington, D. C. Permission also has been granted for this poem to be posted in all pilot-training centers of the British Empire, and it has been placed with "The Soldier" and "In Flanders Fields," great poems of the first world conflict, in a newly-opened exhibition of "Poems of Faith and Freedom" at the Library of Congress.



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Believe us, there is a difference! One department of our plant specializes in the manufacture of ribbons and carbon papers for Commercial Department use. Heavier fabrics and tissues are used, together with strong ink formulae. All this means longer wearing products . . . and lowered costs for you!

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Listening-In

(Continued from Page 21)

detail of personal appearance came under discussion until we got a complete picture of what a secretary should and should not be like. Even the most conservative of us came in for a share of the trimming and, worst of all, the man knew what he was talking about! So, girls, beware of painted lips and nails, tight sweaters, rolled hose, twisted seams, high heels, dandruff and digestion burners (cigarettes and coffee). Remember also, attitudes register in the face if one isn't careful; the job is entitled to our best energy; the mind can be trained for increased usefulness and promotion by worthwhile reading in spare time; schools have a sacred duty in the molding of character, and secretaries have a share in the work."

Mr. Husson evidently gave the girls something to think about and some self-analysis at times is probably good for all of us.

New Jersey

From the bulletin of the New Jersey Association of School Secretaries come the following pertinent questions:

1. Are you keeping physically, mentally, and morally fit so that regular work can be carried on more efficiently?
2. How many defense stamps and bonds have you as an individual bought?
3. Are you enrolled in Red Cross first aid, nutrition, and canteen courses?
4. Do you enjoy knitting or sewing for the Red Cross?
5. Can you donate blood for the Red Cross Blood Bank?
6. Have you offered services to your local defense council—clerical, stenographic, typing, and mimeographing?
7. Are you remembering to conserve materials—rubber bands, paper clips, paper, etc.?
8. If you live near a camp or naval base, are you acting as a hostess at service men's dances, helping to serve coffee and refreshments at their clubs, and entertaining them for dinner in your home occasionally?

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9. Are you continuing to develop a fine public relations program in your community by cooperating with national, state, county, and city defense councils?

From Emma A. Rowles, the President of the New Jersey Association, comes this foreword in the March bulletin:

LET FREEDOM RING!

"Freedom is made of simple stuff. It is all the things you do and want to keep on doing. It is all the things you feel and cannot help feeling. Freedom—it is you."

"A recent editorial in the World-Telegram entitled *Wake Up, America—It's Late!* stressed, first, the importance of fully realizing our peril, and, second, overcoming the "gimmies" of recent years. As an Association and as individuals we must enter into the spirit of helping in every way we can. We cannot do too much. It is so easy to do too little—until it is too late!"

Ohio

The Ohio Association of School Secretaries was organized in Columbus, Ohio, on Saturday, January 3, at the Neil House. The following officers were elected:

President—Mildred Farner, Findlay.

Vice-President—Mrs. Helen Soine, Cleveland.

Secretary—Virginia Barcus, Akron.

Treasurer—Margaret Neeld, Xenia.

Local Chairman—Mrs. Kathryn Griffith, Columbus.

Members were appointed on the following committees—Executive, Membership,

Constitution, Professional Problems, Finance, Publicity, and Nominating. It looks as though Ohio is going to do things in a big way. The state now ranks third in membership in the National Association of School Secretaries, with New Jersey first, and Michigan second.

The first day of the organization meeting on Saturday, January 3, included Registration in the morning, followed by a demonstration of business machines. From 1:30 to 4:00 a business meeting with election of officers was held, and from 4:30 to 5:30 the Columbus secretaries were hostesses at a tea. In the evening a reception for School Administrators, Ohio Eastern Association delegates, and their wives, was held in the Hall of Mirrors of the Deshler-Wallick Hotel. On Sunday morning there was a short meeting of the Executive Council Meeting followed by a Brunch with the Cleveland secretaries acting as hostesses.

It was a busy two days, but interesting and worth while for those who attended and we know that we shall hear increasingly good things from Ohio.

Oklahoma

We have heard from Oklahoma quite recently, and are glad to know what is going on among the school secretaries in that state. Both the Oklahoma City and the Tulsa clerks have active organizations, and a state meeting was held in Oklahoma City on February 14 at the Skirvin Hotel. A business meeting followed by a luncheon was held and from all accounts it was a very successful affair.

(Continued on Page 42)

Dear Miss School Secretary

Like many other school secretaries and teachers, you are undoubtedly making plans to come to New York this summer. Naturally, you want your visit to be most enjoyable, one to be remembered with genuine pleasure. Well, the Bedford will see to that. I know! Our friendly hotel is made to order for those who like old-fashioned hospitality (and that includes practically everybody).

You'll also like our p-e-r-f-e-c-t location, our cool, bright, cheerfully furnished rooms and suites—all with serving pantries—and our grand, delicious food. Above all, I know you'll certainly like our special, kind-to-the-budget summer rates. Just write for reservations now, to insure choice accommodations, or request a free booklet. (And thanks for mentioning the National Secretary!)

Looking forward to a visit from you and your friends, I am,

Most sincerely yours,

C. URBANE PIERCE, Manager

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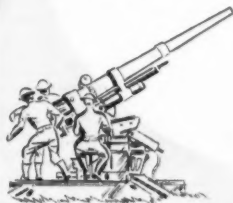
ELECTROMATIC—the fastest typewriter in the world—provides the speed and accuracy so necessary in producing the paper work of America's War Program.

Production forms, regardless of their size or number of copies required, are prepared with accuracy and utmost speed. The IBM Electromatic All-electric Typewriter has been selected by Uncle Sam's forces in the Army, Navy, and Marines, as well as defense industries to do a share in aiding America's war effort.



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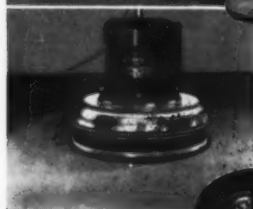
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**HILD FLOOR
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Write For
FREE
CIRCULAR

Keystone for the Peace Treaty

(Continued from Page 15)

have already done so in some countries. What are the *herrenvolk* and the *hilfevolk* of Adolph Hitler's prospective new order but a modern version of the medieval lord and serf?

Is there no way out? Must we conclude that the application of science and the machine to warfare inevitably spells the doom of democratic society, that the cards are stacked for a return to some form of feudalism? It could happen. It probably will happen unless we take decisive action in certain important directions. This is equivalent to saying we must win the peace as well as the war.

There is one element of peace so important that it deserves to be called the keynote for a sound treaty. This involves the relation of education to warfare and to peace.

Education generally in the past has been prostituted to lay the foundations for misunderstanding, hatred and eventual warfare between nations. Even before the dictators arose this was true.

For example, one competent authority has pointed out that long before Hitler was heard of the textbooks of French schools represented France as invariably right in all international disputes. They pictured Germany as barbarous, warlike and brutal and France as pacific, just and generous. They stressed German "atrocities" and French "heroism."

Germany Seeks Acceptance

At the same time, and again long before Hitler, the German schools at every point aimed to create an automatic and uncritical acceptance of all things German. The result of the Prussian schools was "exactly the same as if one would take an infant and teach him only one word to be used in response to all situations—in Germany this word is "Fatherland." What happened a little later, as "Heil Hitler" replaced "Fatherland" as the watchword and as "education for death" reached its climax, is too well known to require elaboration.

¹Hayes, Carleton: A Nation of Patriots.

²Alexander, Thomas: Prussian Elementary Schools.

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One of the most serious problems of the postwar period will result from the fact that a generation of youth in the dictator nations have been so maleducated concerning the characteristics and purposes of other peoples that converting them to a state of mental health will be almost impossible.

Nor need we go to other nations to find education misused to a shocking degree in dealing with the glories and outcomes of warfare. In our own country there have been those who have insisted that school textbooks should keep alive the hates of a period more than 150 years in the past, while it is impossible to write a textbook on the Civil War that will be generally accepted both in the North and in the South. In short, education in the past has commonly been used not only to justify and to glorify wars of the past but, oftentimes, to lay the foundation for and to provide future wars.

This situation should be resolutely corrected after this war. As a keystone for the peace treaty, I propose that education be made an instrument for preventing,

rather than one for causing, wars.

Accordingly, the first and most important point of the peace treaty should read something like the following:

"We, the high contracting nations, do pledge our sacred honor that education henceforth in all of its aspects and at all levels, whether concerned with children, youths or adults, will at all times be conducted in a manner:

"1. To promote understanding and good will rather than misunderstanding and hatred among the peoples and nations of the world.

"2. To make all our citizens understand that warfare is not a glorious and noble undertaking but a barbarous, costly, indecisive and obsolete method of settling international disputes and problems.

"3. To make known and to popularize the methods that are available to settle international questions.

"We, furthermore, pledge our sacred honor that we will vigorously and fully support the work of the World Board of

(Continued on Page 47)

Do **SECRETARIES** *ever read textbooks?*

*If so, please ask your superintendent
to lend you his copies of*

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He Needed a Secretary

By the Bookman

From the American School Board Journal—February, 1942

Every school secretary should take time to read this article and then call it to the attention of her supervisor and perhaps also to the president of the board of education. It presents in a very readable way the importance of the school secretary as seen by the casual school visitor and suggests minimum qualifications for the position.

As the Bookman sees her, the secretary is a reflection of her superior officer. If she is attractive to look upon, pleasant, efficient and happy, he knows she either has a good boss or is in the process of making one. If she isn't, he wonders whose fault it is. In a number of school offices the services of a superior secretary are keeping superintendents in peaceful employment who might otherwise be either on the anxious seat or in some other work.

The Bookman would establish definite

procedures for the selection of the perfect secretary by requiring that recommendation to the board for the position be open only to one (1) who has the equivalent of one year's training beyond high school; (2) who has at least six months' office experience; and (3) who has been nominated by the superintendent to the board. He also calls attention to the fact that the board of education should not expect to find a secretary who would meet these qualifications for a wage of two dollars a day.

"A good office secretary may or may not be a thing of beauty, but she certainly is a pearl of great price and a joy forever."

The fifth annual spring luncheon of the New Jersey Association was held on April 25 in Newark at the Kresge Department Store, and was the usual successful and happy occasion as in former years.

WHEN IN DOUBT TURN TO WOOLLEY

The Latest Texts in the Woolley Family Are

**WOOLLEY-SCOTT-TRESSLER: HIGH SCHOOL
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San Francisco Reception

LEE JOYNER
Pasadena, California

One of the outstanding events during the American Association of School Administrators Convention, held in San Francisco in February was the reception given to Superintendents of Schools by the National Association of School Secretaries.

In a regal setting of the Empire Room of the Sir Francis Drake Hotel, royally decorated with peach blossoms and spring flowers in huge copper urns, a beautiful program of folk and character music was presented by outstanding musicians. A spirit of sincere cordiality prevailed.

Among prominent persons who attended were: Dr. and Mrs. Howard W. Pillsbury, Dr. and Mrs. Homer Anderson, Dr. Alexander J. Stoddard, Dr. John K. Norton, Dr. C. B. Glenn, Dr. and Mrs. Emerson H. Landis, Dr. J. W. Ramsey.

Hostesses for the evening were: Mrs. Helen Aitken, Glendale; Miss Imo Middleton, Alhambra; Miss Virginia Irwin, El Monte, and Miss Lee Joyner, Pasadena, California.



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Pause at the familiar red cooler for ice-cold Coca-Cola. Its life, sparkle and delicious taste will give you the real meaning of *refreshment*.

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DENVER IN 1942

So you're coming to Denver for the N.E.A.!

Living up to the best western tradition, Denver teachers are preparing to make your visit to Colorado one that you will never forget.

There are some things you may want to know about Denver and Colorado before you come, so here are a few facts with some scenery thrown in.

Denver, in altitude exactly one mile above sea level, is the highest large city in the United States.

The city was "founded" in 1857, when the "first white man" built a cabin among the tepees of the Indians on the present site of Denver, at the junction of the South Platte River and Cherry Creek. The population of Denver, 1940 census, is 322,000.

The original site of the city was a treeless plain—now it is known for its magnificent trees.

The city has thirty-five parks, in addition to 11,000 acres of mountain land, which it maintains as "Denver mountain parks."

Denver is known as the second capital of the nation. Only in Washington is there a greater number of Federal offices and employees.

Two of the twenty national parks of America are located in Colorado. They are the Mesa Verde National Park and the Rocky Mountain National Park, the latter only seventy-five miles from Denver.

In the United States, as a whole, there are sixty-two mountain peaks of more than 14,000 feet in altitude. Fifty of these are in Colorado. The summits of hundreds of other mountains in this state are high above timberline. Literally, Colorado is the highest state in the Union. It provides a mountainous scenic area six times the size of Switzerland.

The Continental Divide, separating the waters of the Atlantic from the Pacific,

runs from the north to the south of the state along the main range of the Rocky Mountains.

The grandeur of Colorado scenery is something that must be experienced. By bus or auto, on perfect roads, one may reach heights high above timberline, there to look into deep chasms or out upon the roof top of the world. The state is, however, a land of the saddle and the trail, and there are areas which cannot be viewed except by saddle trip off the beaten path. So whether you be twenty-two or sixty-two, bring your jodhpurs! Everybody in Colorado, regardless of age, rides. And throughout the mountain areas, horses (safe ones) are available at hotels and summer resorts.

Do you like to fish? We recommend trout fishing as a challenge to the most accomplished members of the Izaak Walton League.

Eight Colorado institutions of higher learning will maintain summer schools. They are:

Adams State Teachers' College, Alamosa.

Colorado College, Colorado Springs.

Colorado School of Mines, Golden.

Colorado State College, Fort Collins.

Colorado State College of Education, Greeley.

University of Colorado, Boulder.

University of Denver, Denver.

Western State College, Gunnison.

In addition to these schools, the University of Denver will maintain a summer workshop, the Classroom Teachers' Conference will be held on the campus of the Colorado Woman's College in Denver, the Department of Elementary Principals will meet at Boulder on the University of Colorado campus, and the Department of Supervisors and Directors will hold their annual conference at Estes Park in the

(Continued on Page 39)

Arizona Secretaries Luncheon



The above photograph was taken during a luncheon held in Phoenix on March first by the Arizona Secretaries. From left to right they are, back row: Miss Helen Belsher, Miss Warda Hulsey, Miss Anne McKernan, Miss Mary Ruth Cooper, Miss Marian Elliott, Mrs. Geneva Bazzill, Miss Nello Zetty, Miss Ada Lee Gust; front row: Mrs. Mary Belle Noble, Mrs. Virginia Halsey, Mrs. Grace Holt, Mrs. Ina St. Clair Reed and Miss Betty Rice.



THE TRAYMORE

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November 6 to 9, 1942

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A pretty young nurse was selling poppies. The salesman told her that he would give her a \$5 bill for a poppy provided she would promise to nurse him if he ever went to her hospital. She promptly agreed.

"By the way," he asked, "where is your hospital?"

"I'm at Queen Charlotte's Maternity Hospital," meekly replied the pretty nurse, putting the five spot into the box.

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QUALITY**

THE AMERICAN CRAYON COMPANY
152-252 Hayes Avenue
Sandusky, Ohio

Denver In 1942

(Continued from Page 37)

heart of the Rocky Mountain National Park.

Art tours are being planned by the art section. These tours will include the Mesa Verde and the Indian country of New Mexico, where native crafts will be studied.

It's Denver in 1942. For the N.E.A., for summer school, and for a never-to-be-forgotten vacation.



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FAY BAND METHOD, Simple, practical and thorough. *14 Books . . . ea. 75c*
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SAVOY BAND BOOK, Gilbert & Sullivan favorites. *25 Books...ea. 35c*
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SAVOY BAND LIBRARY, 17 numbers, each complete with score . . . 75c
Double numbers with score . . . \$1.

FESTAL PROCESSION, March of Dignity by Cross. Arr. by Mayhew Lake. For band and orchestra.

TEMPO DI BALLO, Scarlatti. Arr. by A. H. Brandenburg. *For 3 Clarinets.*

GOLDFISH (T.T.B.B.) by H. Cross; 15c.

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by Protecting them with these long-wearing, waterproof and weatherproof Covers.

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Duties of the ELEMENTARY SECRETARIES

EDITH FRANK and HELEN ATHERLEY

Salt Lake City, Utah

We school clerks need no daily dozen, no rolling and writhing, no diets or Swedish gymnastics to keep us from accumulating surplus adipose. The daily routine of our jobs does that trick.

Listen to the outline of a quiet day. After a lively sprint for the 7:30 bus where we get our stretching exercises hanging from a strap, we arrive at school, calm, smiling, efficient, as a clerk should be.

First of all those programs must be mimeographed for the P. T. A., neatly cut and promptly distributed to every room.

What though the mimeograph sticks and the ink smears your hands! The message to mamma must go through!

Next, fill the orders for records: Drat! Who has No. 39906? A sprint down the hall to find it, for how can Miss A. teach rhythmic contorting and healthful cavorting if Miss B. has the hops and the skips in her cupboard?

Answering the phone with one hand and one ear, we sign up for the milk with a silent prayer that the milkman hasn't mixed our order again. Little Dicky does get so upset when he has to drink orange

REX-O-graph SCHOOL MODEL Fluid Type Duplicators . . .

SIMPLE — Fast — Accurate — Economical

For School Use or Business Training.

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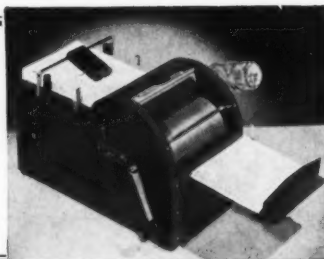
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juice when he paid for chocolate. We also silently pray that our counting of pennies, nickels and dimes has added up to the correct amount.

There comes the supply truck. New books, more supplies to put away. The bookroom beats all the jungle gyms in the park. Before the last pencil is bedded down, the last book shelved, we've climbed and stretched and pulled till our arms ache and our backs cave in. Now comes Tuesday, book and supply day, when we unbed all pencils, unshelf all books, where we in fact undo all the work we have so conscientiously completed the day before.

Even Sonja Henie on roller skates would puff over those miles of halls, those many stairs, that gives us our daily hikes, over and over again.

Oh yes there are intermissions, many little breaks to lend color to our day. Building routine doesn't take up all the time.

For our greater relaxation Bill has a

bloody nose to be staunched with our one and only towel, four score and ten need mercurochrome designs applied on various parts of their grubby anatomies, we make numberless explorations in that mysterious lost and found corner, the telephone rings a dozen times or more, the mailman brings a pile of ads. Perhaps some generous company will lend teachers a hundred dollars for a paltry thirty per cent. I guess they need it this year, so we put one in every box.

After all these small diversions there is still the real work of the clerk, cards to file, transfers to make out, reports for the Board Office compiled, teachers summaries to check, and last but not least comes that great moment in the clerk's life, compiling the consolidated.

Sometimes, at day's end, as we put our hats on dizzy heads we wonder how the educational world turned on its axis in the good old days when there were no clerks.



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Listening-In

(Continued from Page 30)

The Tulsa secretaries issue a bulletin about every other month called the "Secretariat" which contains many personal items concerning members, accounts of meetings held, and other interesting bits. A First Aid Course has been going on this spring for the Tulsa members, so they are doing their bit for defense.

We shall hope to hear more frequently from Oklahoma in the future.

Pennsylvania

The Pittsburgh School Secretaries Association has had interesting and varied social activities for the past few months. Early in September over fifty members attended the annual Corn Roast held in South Park. Following the October business meeting at the Congress of Clubs, a Halloween party was held featuring square dancing, a fiddler, and plenty of doughnuts, cider and all good things that make a party successful. One of the most de-

lightful occasions was the Christmas dinner and party in December.

However, the more serious and topmost news concerning the Pittsburgh Association is the raise in salary for all secretaries effective January, 1942. All the members feel that this step is a little closer towards the betterment of our salary schedule.

Wisconsin

The Milwaukee School Secretaries Association is pursuing its busy way with a very worthwhile program in the interests of National Defense. From the January bulletin of this group comes the following:

"We Americans are never happier than when we are working side by side during an emergency. It is then that we lose sight of our own individual needs and work only for the common good of all of us. Teamwork and our inherent sense of humor (the American stocks in trade) will be important factors in bringing about the victory upon which we are determined, no matter how long it may take. The

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Milwaukee School Secretaries Association has launched a three-point program in the interests of National Defense:

1. *First Aid*—Thirty-five members have formed a class to study First Aid at the Red Cross Headquarters. This began January 13 and ran for twelve weeks.

2. *Waste Material*—Cooperating with the Government's Defense Saving Program, a Defense Committee was appointed which is responsible for the collection and sale of waste material from the homes of the members. The proceeds from the sale of such materials will be invested in Defense Bonds.

3. *Civilian Defense*—Members of the Milwaukee School Secretaries Association have been furnished blanks upon which to enlist in the Civilian Defense, and stand ready to respond whenever called."

The 1941 Christmas Card Sale, under the direction of Kathryn Koepke, broke all previous records established by the Milwaukee School Secretaries in the matter of net profits from this annual under-

taking. A profit of \$109.08 was made and the Milwaukee girls are certainly to be congratulated on the success of the sale.

Bowling and Table Tennis have been enjoyed by a number of the Milwaukee girls during the winter and the usual monthly meetings have been held.

Difficult Job, Nowadays

Little Johnny should have been hard at his home work. As it was, his father found him listening to the radio and sucking his pencil.

"Well," asked Father, "why don't you get on with your work?"

"I can't, Dad," came Johnnys reply, "until I've heard the latest news bulletin. You see, I've got to draw a map of Europe."—*Exchange.*

One Was Enough

And there was the Scotsman who bought only one spur. He figured that if one side of the horse went, the other was sure to follow.—*Exchange.*

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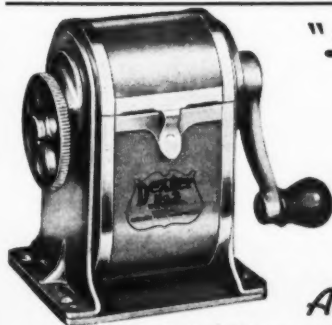
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You can obtain these saws at the following prices:

1/8"	—	3/16"	—	1/4"	—	3/8"	wide,	5' 6" long	\$.90 ea.
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As the School Board Member Sees the Secretary

By WILLIAM K. STUMPF

Member, Milwaukee Board of School Directors

The School Secretary is of greater importance to her school, and to those who come in frequent contact with it, than we ordinarily credit her. Too often such an individual is measured solely by relative capacity for technical efficiency in handling routine reports and correspondence. From the viewpoint of a school board member such ability makes for a valuable asset. Perhaps of far greater importance, however, is the fact that often it is "She" who must interpret the attitude and principles of the school to the community, and so, indirectly that of the system as a whole.

Thus, the School Secretary becomes of necessity a human being of superior tact, understanding, and sympathy. If she possesses these qualities to a marked de-

gree the principal is relieved of many misunderstandings between the pupil and the teacher, and the former and the latter both regard her as their "confidante" in straightening out difficulties. To be successful the ideal secretary must learn to know and love the students, and to evaluate their personalities in relation to home environment. The teacher will find in her a willing aid in all cases of secretarial need and parental intermediation.

In summation, the school secretary is of vital influence to the school and community. She can assist in bringing the attitude of the school to harmonious relations with the community by application of her technical training and social experiences to the understanding of the people and to the problems existing in her sphere of endeavor.

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Keystone for the Peace Treaty

(Continued from Page 33)

Education in its work in our country and in all other countries."

The World Board of Education should be provided for in the peace treaty as an independent agency for implementing the clauses of the peace treaty affecting education. The board should be composed of one representative from each nation, regardless of size (Denmark might well furnish as able a representative as the United States). Members should serve for ten years, one fifth of the membership to be replaced every two years.

The duties of the World Board of Education should be:

1. To prepare textbooks and other teaching materials in all languages to implement the educational clauses of the treaty. (These textbooks should point out that prosperity and a high standard of living for all peoples lies along the road of science, knowledge, training and international cooperation rather than in the swamps of warfare which destroy man's chances for economic well being. They should contain material based on anthropology and other scientific fields that reveal the fraudulent nature of the doctrine that any people or race is inherently superior to other peoples or races.)

2. To examine the textbooks and other teaching materials of all nations and to make annual reports as to which nations are most and least effectively observing the educational clauses of the treaty.

3. To conduct examinations from time to time of the children and citizens of all

nations to discover their attitudes toward other nations and to report upon the findings of these examinations. (Here would be an opportunity to apply objective testing methods and opinion poll technics to something that is really important.)

4. To organize great international educational conventions whereby educators and leading laymen may regularly appraise progress made in making education an effective instrument in carrying out the educational clauses of the treaty.

5. To conduct research, issue reports and to carry on any other activities designed to promote the ends for which the board exists.

All Nations Would Contribute

The work of the World Board of Education should be financed through an endowment established at the time of its creation, contributed to by all nations proportionately on the basis of population and wealth. Gifts and grants from philanthropic individuals and foundations should be accepted.

The same arrangements for the enforcement of the educational provisions of the treaty and for the support of the World Board of Education should be used as for the enforcement of provisions set up for other sections of the treaty.

The support of such a proposal would involve no diminution of the energy and vigor with which victory will be pursued. In fact, the proposal may properly be looked upon as one specific implementation of the spirit of the Atlantic Charter. As such it would add to, rather than subtract from, the morale of the nations now at war with the totalitarian regimes.

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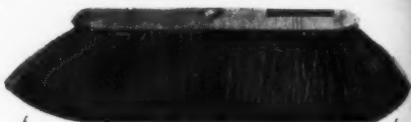


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